

Inland Wetlands Agency

TOWN HALL * PO BOX 150 * 1019 MAIN ST. * BRANFORD, CT 06405
203-315-5351 * FAX 315-2188 * dross@branford-ct.gov

APPLICATION FOR PERMIT

(ADDRESS OF PARCEL)

(MAP/BLOCK/LOT)

APPLICATION FOR:

- ____ **Permit to conduct regulated activity** (Check any P&Z "referrals" below if they apply)
____ Site Plan Referral (Per Section 8-3 CGS)
____ Subdivision Referral (Per Section 8-26 CGS)
____ Special Permits/Exceptions/Exemptions (Per Section 8-3c CGS)
____ **Amend regulations, section #(s)** _____
____ **Amend wetland boundary**
____ **Permitted Use As of Right** (Must comply with Sections 4.1 and 4.4-Branford IW Regulations)
____ **Non Regulated Use** (Must comply with Sections 4.2 and 4.4-Branford IW Regulations)

TITLE OF PLAN: _____ **Latest Revision:** _____
Plan Signed & Sealed by: _____ **Certifications:** _____
Print Name: _____ **Email:** _____
Company Name: _____ **Phone:** _____
Address: _____ **Fax:** _____

WETLAND REPORT: **Date:** _____ **Soil Scientist:** _____
Subsequent Dates: _____ **2nd Soil Scientist:** _____

APPLICANT

OWNER

Name _____
Address _____

Name _____
Address _____

Phone _____ **Fax** _____

Phone _____ **Fax** _____

2nd phone number : _____

2nd phone number : _____

Email _____

Email _____

Print Name: _____

Print Name: _____

Contact Person if different from above: _____

Title: _____

By signing this application, applicant/owner confirms that he/she has read and understands this document and obligations specified herein. This application gives the Commission and its agent authority to inspect the property at reasonable times, both before and after a final decision has been issued. The applicant warrants the truth of all statements and supporting documents to the best of his/her knowledge and belief.

Required - Applicant's Signature: _____ **Date:** _____

Required - Owner Signature: _____ **Date:** _____

(or signed letter of authorization)

Attach a sheet listing any and all additional owners and signed letters of authorization from each.

----- For Department Use Only

Receipt Date: _____

File Number: _____

Action: _____

Action Date: _____

TOWN OF BRANFORD - APPLICATION FOR INLAND WETLAND PERMIT

GENERAL INFORMATION:

Total area of site: _____ acres Total area of disturbance: _____ acres and/or _____ sq. ft.
 Identify total square feet of area upon which activity is proposed within the following:
 100' Upland Review Area: _____ Wetland: _____ Watercourse: _____

Description of Project:

Regulated Activity(ies):

Clearing ___ Grading ___ Filling ___ Excavation ___ Construction ___ Drainage ___ Other _____

FEE CALCULATION:

Permitted and Non-regulated Uses:

No Charge

(as determined by the Agency per Regulation Sections 4.1 & 4.2)

Exemption. Boards, commissions, councils and departments of the Town of Branford

No Charge

Residential Uses:

1) Activity other than new dwelling \$75.00 = _____

OR

2) New dwelling(s)

First Dwelling \$100.00 = _____

Plus each additional dwelling: # _____ dwellings X \$75.00 = _____

Commercial Uses:

Up to first 1/2 acre of total land to be disturbed \$300.00 = _____

For each additional 1/2 acre to be disturbed add: # _____ 1/2 acres X \$200.00 = _____

Fee - Schedule A: Fees apply to every 1000 sq. ft. of wetlands/watercourses upon which activity is proposed.

Area in square feet (categories) Fee (for each category) per 1000 sq. ft. of area

750 or less No Charge

at least 751 thru 20,000 (fee for 751-1000 sq.ft. is \$20.00) \$20.00

at least 20,001 thru 40,000 \$40.00

40,001 or more \$60.00

of square feet _____ divided by 1000 sq. ft. X Fee \$ _____ for appropriate category = _____

Map Amendment Petitions: (subsection 15.3) \$150.00 = _____

Fee - Schedule B: Linear feet of wetlands boundary or watercourse length proposed to be amended

Linear feet (categories) Fee (for each category) for 100 linear feet

500 or less \$15.00

501 to 1000 \$10.00

1001 or more \$ 5.00

of linear feet _____ divided by 100 feet X Fee \$ _____ for appropriate category = _____

Significant Activity Fee: - if applicable per subsection 7.5 \$300.00 = _____

De-minimis: In lieu of above fees - when authorized by IWEO/Agent \$25.00 = _____

Required DEP reporting fee: = \$30.00

Waivers, reductions, or delayed payment of fees see section 19.7.

Date waiver granted: _____ TOTAL = _____

Extra Assessments: Per Section 19.5 = _____

For Department Use Only

Amount submitted with application: _____ Date paid: _____

Final payment: _____ Date paid: _____

TOWN OF BRANFORD - APPLICATION FOR INLAND WETLAND PERMIT

ADDITIONAL INFORMATION: All of the following may require notification or application for permit to other municipal, state, and/or federal agencies.

Check those that apply:

- ☐ Lie within 500' of or traffic, sewer, water runoff and/ or water drainage will impact an adjoining town
- ☐ Lie within Regional Water Authority Watershed
- ☐ Lie within the floodplain or floodway
- ☐ Contains tidal wetlands regulated by the CT DEP
- ☐ (All of the above must be shown on the certified application plan.)
- ☐ Contains a watercourse regulated by the Army Corps of Engineers
- ☐ Requires State of Connecticut General Permit – Type(s) of GP required _____

APPLICATION DEADLINE

Applications must be submitted by the end of the day before a regularly scheduled monthly meeting in order for it to be received at that meeting.

FIELD INSPECTIONS

If required, onsite field inspections are scheduled the Saturday preceding the 2nd Thursday of each month beginning at 8:30 A.M. Date may be subject to change. An agenda will be sent to each applicant stating the day and time of the inspection.

APPLICANT'S NOTIFICATION RESPONSIBILITY

Excerpt from Inland Wetlands and Watercourses Regulations of the Town of Branford - Revised September 13, 2001.

Section

Notice to adjoining municipality

- 8.2 In the case of any application where any portion of the wetland or watercourse on which the regulated activity is proposed is located within 500 feet of the boundary of Guilford, East Haven or North Branford, the applicant shall give written notice of the proposed activity, certified mail return receipt requested, to the adjacent municipal wetlands agency on the same day of filing an inland wetlands permit application with the Branford Inland Wetlands Agency. Documentation of such notice shall be provided to the Branford Inland Wetlands Agency, in accordance with section 22a-42c of the General Statutes.

Notice to Regional Water Authority

- 8.6 When an application is filed to conduct (or cause to be conducted) a regulated activity upon an inland wetland or watercourse, any portion of which is within the watershed of a water company as defined in section 16-1 of the General Statutes, the applicant shall provide written notice of the application to the water company provided such water company has filed a map with the inland wetlands Agency of such municipality showing the boundaries of the watershed on the land records of the municipality in which the application is made. Such notice shall be made by certified mail, return receipt requested, and shall be mailed within seven days of the date of the application. The water company, through a representative, may appear and be heard at any hearing on the application. Documentation of such notice shall be provided to the Agency.

Notice to abutting land owners

- 9.3 Notice of the public hearing shall be mailed by the applicant to the owner(s) of record of abutting land no less than fifteen days prior to the day of the hearing. Evidence of such mailing, in the form of United States Post Office certificates of mailing, shall be submitted to the wetlands Agency prior to the hearing date.

Revised July 2, 2005

TOWN OF BRANFORD - INLAND WETLANDS AGENCY

TOWN OF BRANFORD - APPLICATION FOR INLAND WETLAND PERMIT

APPLICATION SUBMISSION CHECKLIST

All applications submitted must conform with Sections 7 & 8 of the *Inland Wetlands and Watercourses Regulations of the Town of Branford* (the *Regulations*), adopted: June 14, 1990, Revised September 13, 2001.

1. Original and eleven (11) copies of the completed Town of Branford, Inland Wetlands Agency, **Application for Permit** form.
2. Three (3) certified **existing site plans** which include the following (Recommended Scale 1" = 40'). See Section 7.4.g:

- ☐ a.) Location Map - Maximum 1" = 400'. Include boundaries of other municipalities within 500'.
- ☐ b.) Address and Assessor's Map/Block/Lot Number.
- ☐ c.) Existing topographic contour lines at 2' intervals or less.
- ☐ d.) All existing surface and underground structures.
- ☐ e.) All wetlands, watercourses and their respective upland review areas, including all wetlands and watercourses which are within the upland review distance (100 feet) from the property line.
- ☐ f.) Identify public water supply watersheds.
- ☐ g.) North Arrow.
- ☐ h.) Entitled - Inland Wetlands Application for Regulated Activity (ies) - Existing Conditions.

3. Three (3) certified **proposed site plans** which includes the following (Recommended Scale 1" = 40'). See Section 7.4.h:

- ☐ a.) Items a. through h. above.
- ☐ b.) Entitled - Inland Wetlands Application for Regulated Activity (ies) - Proposed Conditions.
- ☐ c.) Reference soil scientist's report and licensed land surveyor who located wetland flags. All wetland flags are to be numbered in the field and to be located on the site plan.
- ☐ d.) Proposed topographic contour lines at 2' intervals or less.
- ☐ e.) Include all proposed conditions, including final grading and buildings, all impervious surfaces, and landscaping plan within the regulated area.

- ☐ f.) Tag regulated activities and identify scope of work. Include location of access route for construction machinery.
- ☐ g.) Proposed soil erosion and sedimentation control, and other management practices & mitigation measures. A separate erosion control plan may be submitted.
- ☐ h.) Proposed drainage systems and regulated areas that will receive the storm water and/or describe this in the narrative.
- ☐ i.) Location of percolation and test pit locations.
- ☐ j.) Location of 100 year flood zone.
- ☐ k.) Other pertinent information as required by Section 8.5 of the *Regulations*.

4. Three (3) full scale **Landscaping Plans**. No invasive species are to be included.
5. Ten **reduced copies of each of the above site plans**, 11X17 or smaller. Full size copies may be substituted for reduced copies.
6. Twelve copies of the following:
 - ☐ a.) **Project Narrative** describing:
 - 1.) Purpose & description of project and proposed activities
 - 2.) Alternatives considered and why they were rejected in favor of the proposed plan.
 - 3.) Best management practices & mitigation measures which have been considered and are proposed.
 - ☐ b.) Original signed **soil scientists report** and sketch.
 - ☐ c.) **Test pit and percolation reports** if applicable.
 - ☐ d.) **Summary of drainage calculations** if applicable.
7. Two copies each of the following:
 - ☐ a.) **Tax map** showing adjacent property owners.
 - ☐ b.) **Names and addresses** of adjacent property owners.
 - ☐ c.) **Drainage calculations/report** if required.
8. Original completed **Connecticut DEP Statewide IWW Activity Reporting Form**
9. Digital file including wetland delineation that meets the following criteria:
10. Digital file including wetland delineation that meets the following criteria:
 - ☐ a.) Projected in NAD83 feet preferred. If file is in a different projection identify that projection and use decimal degree units. If file is not projected include the coordinates of the

bench mark with metes and bounds. If available include 1 or more structures or paved areas that are shown on the current mylar assessor's maps..

- ☐ b.) File is to be dxf, dwg, ArcView shapefile or coverage.
- ☐ c.) CAD files must be saved as 2000 or older.

11. **Application Fee** - See section 19 of the *Regulations*.

SIGNIFICANT ACTIVITY

If the application will have a significant impact upon regulated areas, additional material may be requested by the Wetlands Enforcement Officer and/or the Commission, as outlined in Section 7.5 of the *Regulations*.

Revised July 2, 2005